



workforce

STAFFING AND OUTSOURCING





Uplifting people. Growing business.

WE BELIEVE, A JOB IS NOT JUST A JOB, IT IS A LIFE-CHANGING OPPORTUNITY FOR AN INDIVIDUAL.

A JOB IS A PATH TO **A QUALITY LIFE FOR THE INDIVIDUAL AND A VALUABLE INVESTMENT FOR THE STAKEHOLDER**. OUR BUSINESS HAS ALWAYS BEEN ABOUT PEOPLE AND HOW TO CHANGE PEOPLE'S LIVES FOR THE BETTER.

WE'VE SPENT **YEARS** LEARNING ABOUT OUR INDUSTRY AND THE PEOPLE WE WORK WITH; **CLIENT, CANDIDATE AND STAKEHOLDER**. WE'VE ALWAYS BEEN ON A QUEST TO **UPLIFT PEOPLE**, NOT JUST GIVING THEM AN OPPORTUNITY TO WORK BUT ALSO ENSURING THAT THEY HAVE **THE TOOLS TO BE PRODUCTIVE** THROUGH TRAINING, HEALTHCARE, EMPLOYEE BENEFITS AND LIFESTYLE PRODUCTS.

WE'VE FORGED AHEAD IN THIS QUEST AND TODAY NOT ONLY DO WE **GIVE PEOPLE AN OPPORTUNITY TO WORK** SO THAT THEY CAN **BUILD A LIFE FOR THEM AND THEIR LOVED ONES**, BUT WE ALSO UPLIFT THEM THROUGH TRAINING AND SKILLS DEVELOPMENT AND ENSURE THAT THEY ARE HEALTHY AND HAPPY INDIVIDUALS. BUT THIS IS A NEVER-ENDING QUEST BECAUSE THERE ARE ALWAYS MORE LIVES TO BE CHANGED, MORE VALUE TO GAIN FROM INVESTING IN PEOPLE.

WE ARE HERE TO STAY, BECAUSE WHILE WE STRIVE TO MAKE AN IMPACT WE WANT THAT IMPACT TO BE SUSTAINABLE. **AT OUR HEART, WE ARE MANY, ALL WORKING TOWARDS A COMMON GOAL**, WORKING TOGETHER AND SUPPORTING EACH OTHER IN EVERY ENDEAVOUR. **AND WE ARE HERE TO UPLIFT PEOPLE AND GROW OUR BUSINESS IN THE PROCESS.**

THE WORKFORCE WAY



6 Operational countries



28 Trading brands



109 Branches in South Africa



1 345 Permanent staff employed



137 679 Trained on learnerships



113 275 Medical examinations



50 633 Funeral policy lives covered

We are a progressive investment holding company, managing businesses that provide innovative, integrated and diversified human capital solutions globally.

Workforce Holdings is committed to making a meaningful and sustainable difference in people's lives - uplifting, employing, training and empowering them every single day using our diverse solutions and offerings.



51.28%
Black ownership



40.13%
Black women ownership



Established in
1972



THE STAFFING AND OUTSOURCING WAY

The Staffing and Outsourcing Cluster is the original business function of Workforce Holdings and has amassed a growing footprint of service providers across South Africa and Africa.

The Cluster's companies' services extend beyond staffing and outsourcing to turnkey, tailor-made outsourcing solutions, including all aspects of human capital management such as payroll, industrial relations, human resources, functional outsourcing and specialised solutions.

The Staffing businesses understand that our contractors are at the core of our success, which is why we provide them with access to competitive benefits, career growth opportunities, skills development and invaluable experience, ultimately providing greater benefit to our valued clients.



Staffing &
Outsourcing



The Staffing and Outsourcing Cluster has unique solutions to offer every business, including:

- Temporary employment services
- Permanent recruitment
- Risk mitigation through insurance and client driven solutions
- Executive search
- Functional outsourcing
- Short and long-term hires
- Payroll and other systems management
- HR and IR consulting services
- Turnkey staffing solutions
- COIDA and UIF claims support



INTERCHANGE BUSINESS CONSULTING

Interchange Business Consulting (IBC) provides a comprehensive range of IR, HR, B-BBEE, Skills Development, COIDA and UIF consulting services, with special emphasis on compliance and adherence to the relevant legislation. IBC draws on 45+ years of experience within the South African labour market and boasts in-house legal and labour experts.

The HR and IR legislative landscape

In HR and IR, IBC's focus on permanent and contract employees directly employed by our clients translates to efficiency, accountability and compliance.

IBC's core focus is to empower clients to:

- Be aware of and be compliant to the different legislative requirements
- Understand the inter-relatedness of the various laws
- Make informed decisions on industrial relations, HR, BBBEE and skills development

COIDA and UIF

South African businesses and individuals have to constantly deal with costly and time-consuming COIDA fund and UIF claims; registering a company with the UIF can be equally as frustrating. IBC is the only service provider who can handle both COIDA and UIF needs simultaneously, providing an expert service through managing employers' as well as employees' claims from start to finish including:

- Providing support to companies, employees and doctors
- Saving time and money by fulfilling COIDA and UIF needs
- Handling claims related to injuries, disabilities, pregnancies, unemployment, retrenchment and death



○ IBC can **re-open a COIDA file within 3 weeks** (usually takes 6 - 12 months)

○ Within 12 months, IBC increased the claim payments of Client X by **64%** and reduced claims outstanding by **36%**

○ IBC gained a **settlement of R2 000 000** for a previously unsuccessful employee claim

OXYON

CHANGING LIVES • EMPOWERING BUSINESS

OXYON

Oxyon's services allow their clients to streamline their internal processes and concentrate on generating profit in their core business. Their combination of staffing knowledge, search skills and flexible service provision helps them to deliver the solutions essential for their clients' unique business strategies and human capital needs.

Temporary Employment Services

Smart businesses in an uncertain economy require flexibility. Oxyon gives their clients access to:

- Flexibility to adapt to workflow fluctuations
- Quick and hassle-free shutdown mobilisation
- A complete database of staff across all categories
- Temporary to permanent solutions

Talent Acquisition

Oxyon places the best candidate in their best possible position:

- Contained search
- Executive search
- Contingency selection
- Project staffing
- Interim executive placements

Payroll Outsourcing

Save time and reduce costs with Oxyon's solutions:

- Fully compliant payroll system
- Complete payroll administration and management
- Accurate record keeping, including bonuses, timesheets and all leave

○ Oxyon can recruit and **mobilise scarce skills within 12 hours**

○ **27 years of technical recruitment** experience

○ **Unique service offering** by combining Temporary Employment Services, Talent Acquisition and Payroll Outsourcing



○ PPO **reduces headcount**, operational hours and costs **while increasing productivity**

○ PPO **doubled the output of one of its clients from producing 679 000 units to 1 370 000 units with no increase in headcount, hours or costs.**

○ PPO client audits **achieve 99.9% compliance** consistently

PPO

PPO's business process outsourcing solutions lead to differentiated strategies, higher revenues, more profitable customer relationships and continuous operational improvements.

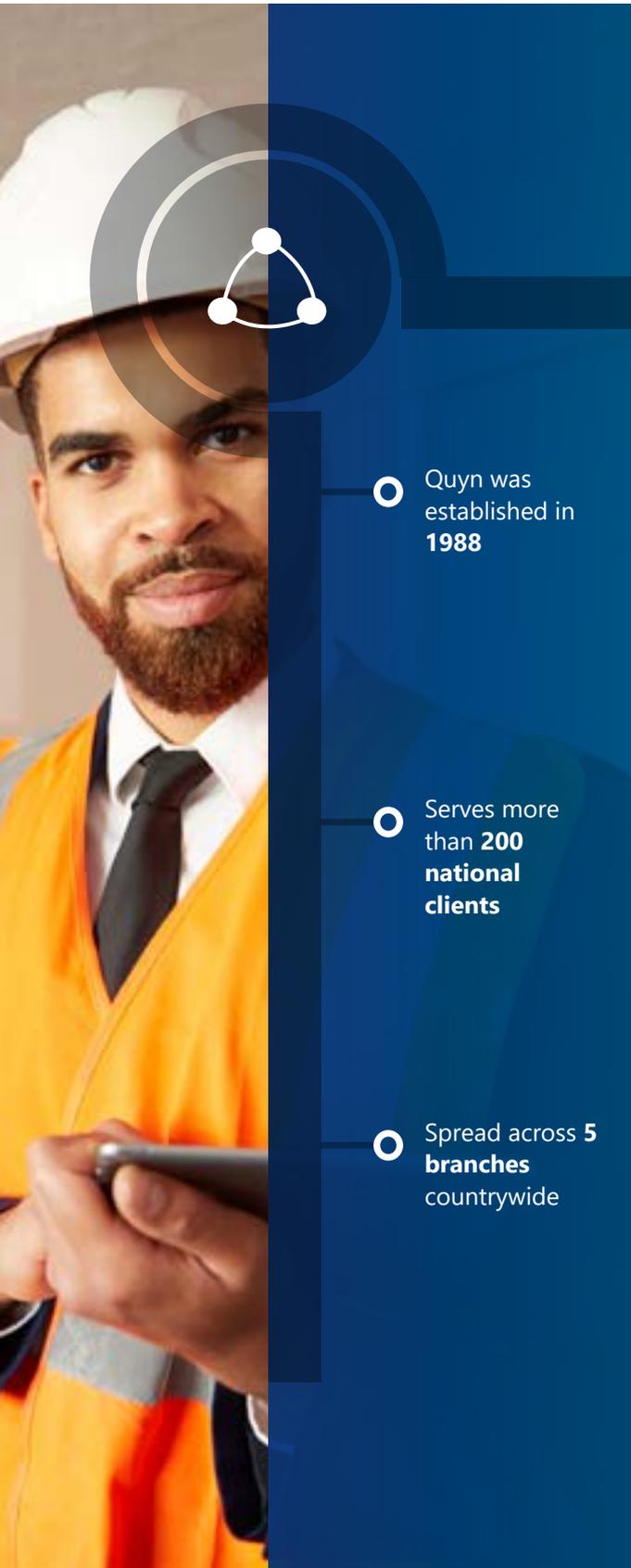
By outsourcing integral processes to PPO, clients have the opportunity to optimise their efficiencies and flexibility and lower their operating costs while fully focussing on their core business functions.

PPO takes full responsibility for specific client processes, as well as the related human resources administration element, and provides the skilled workforce, supervision and management required to meet their clients' performance objectives such as production, quality and delivery goals.

Due to an ever-changing legislative landscape, it is important for companies to retain their flexibility without having to expose their business to the risk of temporary staff for indefinite periods, ensuring that market fluctuations are accommodated for.

PPO mitigates their clients' employment risks with solutions to:

- Transfer fixed hourly staff costs to variable costs based on output and productivity
- Increase efficiencies and optimise productivity
- Create compliant flexibility and reduce labour relations risks
- Save costs, eliminate wastage, reduce headcount and operating hours
- Address skills shortages to attain the best skills in the industry to outpace competition



○ Quyn was established in **1988**

○ Serves more than **200 national clients**

○ Spread across **5 branches** countrywide

QUYN

Quyn has set the industry standard in employment management solutions, challenging the industry to create better lives for all.

Quyn offers a wide range of outsourcing solutions to clients across various industries within South Africa and internationally, cultivating potential through learning, high involvement culture, and the pursuit of opportunities.

Quyn pays the necessary attention so their clients don't have to pay the price of fluctuating demand and productivity. Their outsourcing solutions offer greater budget flexibility and control, reducing the need to hire and train specialised staff as well as significantly lowering capital and operating expenses.

Quyn's core services include:

- Employment Management Solutions
- Human Resources & Industrial Relations management
- Payroll Solutions

By using reliable, qualified and experienced specialists to manage their clients' risk. Quyn keeps the employer/employee performance at optimum levels, at all times.



WE LEAD BY EXAMPLE

Amongst her many Business awards, CEO Angela Dick is internationally recognised and was awarded an Honorary Doctorate from the Commonwealth University, London Graduate School of Business

Over 36 years industry experience

Angela Dick represents the Staffing Industry as the Vice President of Confederation of Associations in the Private Employment Sector, an EXCO member of the South African Engineers and Founders Association and a Councillor in the National Bargaining Council for the Road Freight and Logistics Industry.

WORKFORCE WORLDWIDE

Workforce Worldwide's experience and expertise in the Temporary Staffing Services and Outsourcing Industries enables a high performance of Placed Staff meeting Clients' specific business requirements. With both a local and an international database of Clients and Assignees, Workforce Worldwide provides personnel in the most remote locations and in any job category no matter how scarce the skill.

SERVICE OFFERING

- Professional Staffing
- Permanent Placements
- Technical and Specialised Recruitment
- Temporary and Contract Placements
- Outsourcing Services
- Business Support Services

In a highly competitive South African and Global market, continuous investment in outsourcing services is one of the contributing factors that gives business a competitive edge. South Africa's business demands, slow economic growth, and high levels of unemployment, particularly amongst our youth, dictate the need for flexibility, upskilling and development of staff skills in the labour environment.

We place the right Candidates, in the right positions, at the right time, allowing you to operate your business effectively, whilst we take care of all staff complement's performance, needs and requirements.

With over 36 years' industry experience, Workforce Worldwide sets, maintains, and promotes best practice standards, ensuring an aligned and fully compliant business with all relevant legislation





The preferred staffing partner

WORKFORCE STAFFING

Workforce Staffing is a leader in staffing and recruitment in South Africa with over 50 branches countrywide, over 500 permanent staff and more than 35 000 contract workers in the field, ready to help you. Workforce Staffing is forever passionate about providing viable staffing solutions while empowering candidates with flexible ways to connect with sustainable job opportunities.

With over 45 years' experience, and more than 3 400 satisfied clients, Workforce Staffing combines all aspects of the human resources function, across all sectors, to provide a legally compliant, fully managed staffing solution that works best for clients and candidates alike.

As one of the largest Temporary Employment Services providers in South Africa, they ensure positive, high-impact results with their solutions:

- Staffing and payroll
- Specialised Industrial Relations and Human Resources Management
- Time and Attendance Management
- Complete Labour Compliance
- Employee Benefits
- Training and Healthcare

Whether you need a large volume of temporary staff, or a focused outsourced solution to cover a specialised project, Workforce Staffing mobilises and manages a workforce quickly, giving clients access to skilled staff, optimising profits and avoiding production losses.

○ **Make informed decisions** by having clarity in labour law matters through their legal and commercial experts in IR and HR Management

○ **Focus on your core business** and let their specialists recruit, manage and administrate your temporary employees in accordance with labour laws and relevant bargaining councils

○ **Use the power of information** through their advanced systems, designed to deliver far beyond that which the normal payrolling systems can provide







Staffing & Outsourcing | Recruitment | Training | Financial Services | Healthcare | Africa

11 Wellington Road, Parktown, Johannesburg, 2193

011 025 3301 | info@workforceholdings.co.za | www.workforce.co.za

